



Jobs!

To find a job, use CalJOBS

Thousands of job openings
listed daily for your review

Creates a professional
résumé for you quickly and
easily

Self-referral to job openings

No fees

Widely available



CalJOBS is an Internet service

brought to you by EDD. With it you can create a résumé that can be seen by employers using the Internet, and you can look for job openings anywhere in California. All job openings listed on CalJOBS are available for viewing by the public.

If you don't have access to a computer

that's linked to the Internet, come into EDD or go to a participating local employment and training provider. Computers are available at those locations to serve you.

CalJOBS was designed to be simple

to operate. No computer or typing experience is required. The program quickly guides you through the résumé preparation and job seeking processes.

CalJOBS is available to the public

around the clock, seven days a week.

CalJOBS, it's easy as 1, 2, 3

1

Enroll

Enroll to use CalJOBS. You will be given a Personal Identification Number (PIN) and password.

2

Log on to a computer that can connect to the Internet

Enter your PIN and password, then follow the on-screen instructions.

3

Search and apply for jobs

Quickly locate job openings you qualify for and then apply for those positions. You can look for local employment opportunities, or you can search for jobs statewide.

Why should I use CalJOBS?

Wide variety of job openings listed

Job openings range from entry to executive level.

Résumé preparation

CalJOBS prepares an electronic résumé for you that is stored in the computer. This résumé can be viewed by employers statewide.

Save time

You can use CalJOBS anywhere the Internet is available. You don't have to take time out of your schedule to come into EDD. With CalJOBS, finding job openings you qualify for is simple and fast.

Available at a location near you

CalJOBS is available at EDD Job Service Offices, at educational sites, at local employment and training organizations and on the Internet.

Save money

There's no fee to use CalJOBS. All you have to spend is a little time looking for the right job.

Enroll TODAY

It's easy

Sign on to CalJOBS at EDD, or from any location having access to the Internet. Answer the on-screen questions, and begin your job search. Within minutes you will be looking through thousands of job openings statewide.

Is there someone I can talk to if I need help?

When you use CalJOBS at EDD, or at other participating employment and training sites, you will find staff there to assist you.

How can I get more information about CalJOBS?

Contact:

Refer to your telephone book white pages. Local Job Service Office telephone numbers are listed under "State Government Offices, Employment Development Department, Job Service Information."

Or register with CalJOBS at:

<http://www.caljobs.ca.gov>



Gray Davis
Governor
STATE OF CALIFORNIA

Grantland Johnson
Secretary
HEALTH AND HUMAN SERVICES AGENCY

Michael S. Bernick
Director
EMPLOYMENT DEVELOPMENT DEPARTMENT

The California State Employment Development Department (EDD) is a recipient of federal and state funds, is an equal opportunity employer/program, and is in compliance with Section 504 of the Rehabilitation Act and the Americans with Disabilities Act (ADA).

Special requests for alternate formats need to be made by calling your local EDD office. The number is listed in the phone directory under "State of California, Employment Development Department."

CalJOBS is a product of:

